

2022 Round 1 Site Development Grant Application Webinar

1/25/22



Site Development Grant

- Designed to help Tennessee communities attract industrial development by increasing the marketability of industrial product
- \$15,000,000 over two rounds of grants
 - Spent \$8,270,999 last round
- Funded through the Rural Economic Opportunity Act



Program Priorities

- Impact on Distressed Counties
- Projects that lead to Select Tennessee Certification
- Proposed activities that address defined needs of the site
- Impact of activities on site readiness
- Proposed project that builds on prior investment made to the site and that brings in other leverage
- Return on investment (number of acres improved, potential for "turning the dial," potential for job creation)
- Supportive and committed local government(s)



Grant Amounts

- Site Development Grants: **\$1,000,000**
 - Construction and property-related activities
 - High impact – requires pre-application: **\$2,000,000**
- Due Diligence Grants: \$100,000



SDG Timeline

Friday, February 18

Final Invoice/Close-Out for Previous Grants

Friday, February 18

Letter of Intent Due

Friday, February 25

High Impact Pre-Application Due

Friday, March 18

Application Must Be Complete and Uploaded

Week of April 25

Community Presentations

May 2022

Announcement of Awards

June 2022

Contract Start Date – When You Can Begin Work



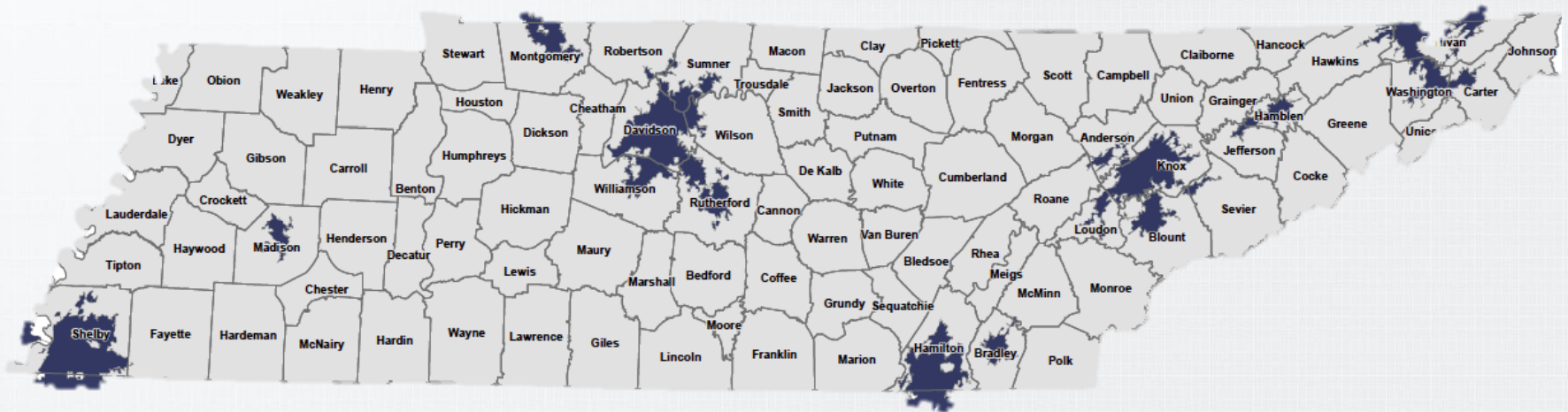
Eligibility

- Applicant must be a governmental entity (City, County, IDB)
- Site must be publicly owned
(unless activity is to purchase land or for due diligence studies)
- Site must be at least 20 acres
(Sites in Tier 3 & 4 Counties must be at least 10 acres)
- Only one application per site, and one application per governmental entity will be accepted
- Sites must have been through a site visit by Austin Consulting (or Foote) for the Select TN certification program, a site visit and evaluation by Austin Consulting for PEP, and/or a site visit by KPMG for the Invest Prep program
- County must meet all ThreeStar requirements
- Sites with open SDG projects are not eligible to apply



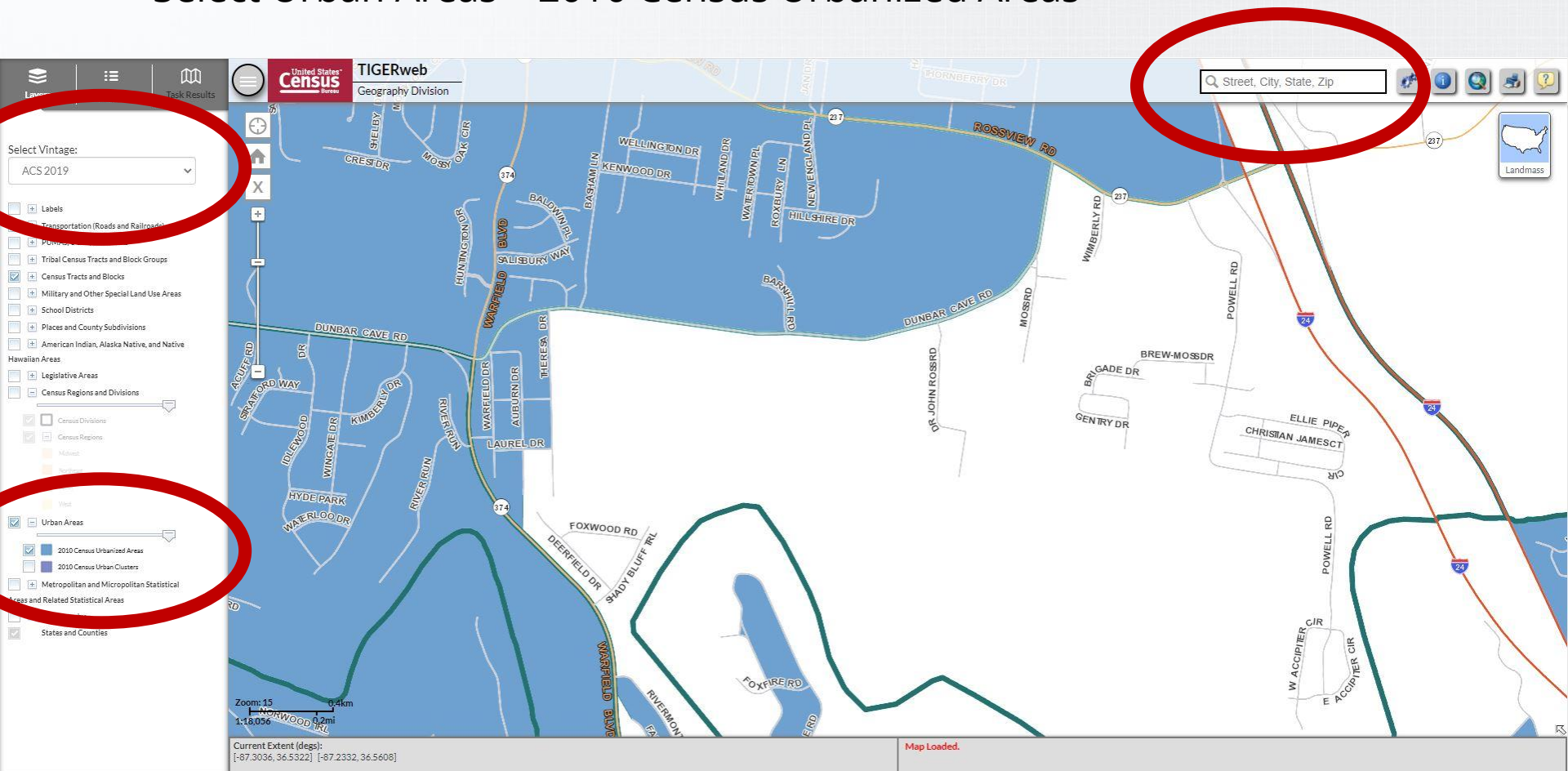
Sites must be in rural areas.

- Site must be in a rural area of the state as defined by the US Census.



To find out if your site is rural/urban:

- Go to this website: <https://tigerweb.geo.census.gov/tigerweb/>
- Select Vintage: ACS 2019
- Select Urban Areas – 2010 Census Urbanized Areas



Match Rates

Tier 1:
50/50



Tier 2:
70/30



Tier 3:
90/10



Tier 4:
95/5



● Distressed County
◆ At Risk County

- Match must be in cash (no in-kind, except for due diligence studies, where option cost may be used as match).
- No more than 50% of the required match may come from other grant sources.

Eligible Activities

Construction Activities

Access roadways; acceleration/deceleration/turn lanes, traffic signalization; rail lines/signalization/switching; utility line construction/relocation including electricity, water, sewer, gas and telecommunications; building rehabilitation

Property-Related Activities

Purchase of property, rights-of-way, easements and associated legal fees; tree/vegetation clearing; grubbing; grading; drainage improvements; detention/retention ponds

Due Diligence

Engineering, environmental assessments including floodplain, wetlands delineation/determination, geotechnical, mitigation, cultural resources, endangered species, boundary surveys, topographic surveys, grading plans



Due Diligence Grants

- Must have three-year minimum option or be publicly owned
- Can be used for any study needed for certification
- Cost of the option may be used for match
- Studies must be conducted and signed off on by the appropriate agencies per the Select Tennessee Criteria and Definitions document



Bidding for Construction and Property-Related Activities

- All construction and property-related activities must be competitively bid following applicable state and local procurement laws.
- See Bidding Procedures for a detailed look at the process.
- See our website for the front-end documents and general and supplemental conditions that must be used in your bid packet.
- Bid packets must be approved prior to being advertised. Once bids are received, certified bid tabs must also be approved.

Note: No contracts may be signed, and no work can be completed until after the grant contract with the State is executed.



Procurement of Engineering and/or Administrative Services

- Must follow TCA12-4-107, Contracts for Professional Services
 - Prior to the performance of any professional services, a written request for statements of qualifications must be sent to at least three firms that offer the type of service the community wishes to procure
 - Copies of these letters must be submitted with the application
 - Advertising for statements of qualifications is not required. The contract must be awarded solely based on qualifications, not price.

Note: No contracts may be signed, and no work can be completed until after the grant contract with the State is executed.



Administration



- You will be required to have an administrator if you are awarded a Site Development Grant.
- Engineers cannot do administration on construction projects.
- The line item for administration on the budget cannot exceed 4% of the grant amount.

A Complete Application Includes:

- Project Application
- Budget and Grant Payment Setup Form
- Resolution
- Preliminary Engineering Report
(unless activity is to purchase land or for due diligence studies)
- Maps
- Photos



Application

- The application website can be found here:
<https://app.tnecd.com/>
- You will not be able to login to the application website until I have created your username and password, which I will do upon receipt of your Letter of Intent.
- You will access and upload all documents into the online application.
- Please be patient if we encounter any issues.



Budget

- Do not just back into the maximum grant amount
- Carefully think about the items needed in your budget - If funds are not allocated to a line item, you will not be able to move funds to them once the contract is executed
- Include contingency
- There is a maximum of 4% **of the grant amount** for administration
- You will access the budget form and the grant payment setup form within the application.



Updated Budget Template

SITE DEVELOPMENT GRANT (SDG) APPLICATION BUDGET TEMPLATE

Grantee Name	
County	
Type of Grant Application	

Required Match Rate

Maximum % of Site Development Grant Funds for Administration

4%

Maximum allowable grant administration with SDG funds

\$0.00

Running Status of Maximum Grant Application Balances	

Expenditure Category	Grant Budget Detail	SDG Grant Request	Matching Source 1	Matching Source 2	Matching Source 3	Total Match	Total Project Costs	Warnings	Additional Match Needed
			Name:	Name:	Name:				
			Source Type:	Source Type:	Source Type:				
			Funding Status:	Funding Status:	Funding Status:				
Construction						\$0	\$0	#VALUE!	#VALUE!
Construction Inspection						\$0	\$0	#VALUE!	#VALUE!
Engineering Design						\$0	\$0	#VALUE!	#VALUE!
Engineering (other than design) (Detail Required)						\$0	\$0	#VALUE!	#VALUE!
Legal Services						\$0	\$0	#VALUE!	#VALUE!
Appraisals						\$0	\$0	#VALUE!	#VALUE!
Acquisition of Real Property/Capital Purchase (Detail Required)						\$0	\$0	#VALUE!	#VALUE!
Grantee/Project Administration (Detail Required)						\$0	\$0	#VALUE!	#VALUE!
Other Non-Personnel Expenses (Detail Required)						\$0	\$0	#VALUE!	#VALUE!
Project Contingency						\$0	\$0	#VALUE!	#VALUE!
Totals		\$0	\$0	\$0	\$0	\$0	\$0		#VALUE!

Detail Required Example:

Engineering (other than design) (Detail Attached)	Cultural Resources, Phase I & II Environmental Assessment, and Hydrology/Wetland Determination
Grantee/Project Administration (Detail attached)	Administration

Site Development Grant	\$0
Match	\$0
Total	\$0

NOTES:

Contract Budget

ATTACHMENT A			
GRANT BUDGET			
GRANT CONTRACT #			
GRANTEE:	0		
GRANTEE CONTACT:			
PROGRAM AREA:	Site Development Grant Program		
THE FOLLOWING IS APPLICABLE TO EXPENSE INCURRED IN THE PERIOD: through			
EXPENSE OBJECT LINE-ITEM CATEGORY	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
Construction	\$0.00	#VALUE!	#VALUE!
Construction Inspection	\$0.00	#VALUE!	#VALUE!
Engineering Design	\$0.00	#VALUE!	#VALUE!
Engineering (other than design)	\$0.00	#VALUE!	#VALUE!
Legal Services	\$0.00	#VALUE!	#VALUE!
Appraisals	\$0.00	#VALUE!	#VALUE!
Acquisition of Real Property/Capital Purchase (Detail attached)	\$0.00	#VALUE!	
Professional Fee (Detail attached)	\$0.00	#VALUE!	
Other Non-Personnel (Detail attached)	\$0.00	#VALUE!	
Project Contingency (for potential project costs exceeding the total budget amount in the line items above)	\$0.00	#VALUE!	
Grand Total	\$0.00	#VALUE!	
Percentage Breakdown			
Grant Amount	#VALUE!		
Match Amount	#VALUE!		
Total	#VALUE!		

Grant Budget Line-Item Detail:	Attachment B
Professional Fee	AMOUNT
0	#VALUE!
TOTAL	\$0.00
Other Non-Personal	AMOUNT
0	#VALUE!
TOTAL	\$0.00
Acquisition of Property/Capital Purchase	AMOUNT
0	#VALUE!
TOTAL	\$0.00
Engineering (Other than Design)	AMOUNT
0	#VALUE!
TOTAL	\$0.00

Resolution

- The resolution must come from organization providing the match
- If resolution cannot be passed prior to the application date, provide a draft of the resolution and the date that it will be on agenda, then submit the approved resolution as soon as it is signed



Preliminary Engineering Report (PER)

- A PER is **required** to be submitted with all applications (unless activity is to purchase land or for due diligence studies)
- Should outline the following information:
 - General information on the site
 - Need for the project
 - Other options considered
 - Overall costs of the project
- Must be signed and stamped by a professional engineer



Addenda

- These sections will populate in the application if applicable to your project.
- Project Specific:
 - Property Purchase
 - Building Rehabilitation
 - Due Diligence Studies



Scoring

Public Benefit/Impact:	100 Points
Performance Measures:	150 Points
Leveraged Resources:	50 Points
Implementation:	70 Points
<u>Presentation*</u>	<u>30 Points</u>
<hr/>	
Total Possible Points:	400 Points

*Projects that are short-listed will be invited in for a presentation.

An invitation to present does not guarantee funding.

Presentations will be held the week of April 25, 2022.



Scoring

- Public Benefit:
 - Impact on Tier 4 and Distressed Counties, Unemployment Rate, Private Employment per Capita
- Performance Measures:
 - Dial Turn, Project Impact, Market Viability
- Leveraged Resources
 - Impact of Previous Investments, Certified Site Status or Potential, Recipient of Additional Grants, Investments, Etc.
- Implementation
 - Timeline and Budget Feasibility, Marketing Plan, Demonstrated Planning and Readiness, and Reasonableness of Project Scope and Costs

Questions?



Next Steps

- Consider potential projects, download the **Letter of Intent** template, and send to Select.Tennessee@tn.gov no later than **February 18**.
- If you think you want to apply for a High Impact grant, visit the website and review the **High Impact Grant Pre-Application** as soon as possible. This is due on **February 25**.
- You will receive your application login credentials after submitting the Letter of Intent.



Other Reminders

- Letters of Intent for the **Property Evaluation Program** are due on **July 15, 2022**.
 - The application will be sent to you following the Letter of Intent.
- **Select TN Certified Sites** Step 1 Application Deadline is **July 30, 2022**.
 - Letters of Intent may be submitted at any time. The application will be sent to you following receipt of the Letter of Intent.



Contact Information

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